

**TOWN OF RICHMOND**  
**NEW HAMPSHIRE**  
Office of Selectmen



**July 21, 2014 Time: 5:30pm**

Selectmen's Meeting Minutes

Selectmen in attendance: Sandra Gillis, Carol Jameson and Kathy McWhirk

**Meeting:**

Mail opened and reviewed.

Loreal Schmidt, Town Treasurer, met with the Board and discussed treasurer's reports, the audit, internal control assessments and investment policies.

Wood discussed the need for a mail box number for individual living on Rabbit Hollow Road. The resident wants to put in a mail box and the Postmaster in Winchester directed him the number must be higher than 375 Taylor Hill and approved by the Board of Selectmen. McWhirk to investigate the number and advise Wood; Board discussed assigning 400 Taylor Hill Road to this resident.

Election training scheduled for Aug. 28<sup>th</sup> in Keene was discussed. The Selectmen plan on attending but no pre-registration is required. Wood to notify the new moderator of the training that is available.

McWhirk moved; Gillis 2<sup>nd</sup>; the Board voted to approve the 7/15-7/21/2014 payroll and payables manifest dated July 21, 2014 in the amount of \$14,382.35.

Best Management Practices Compliance Inspection report from the DES for Hillock's junkyard was reviewed by the Selectmen.

The Selectmen reviewed the possibility of submitting letter of interest for grant funding offered by DOT under Transportation Alternatives Program (TAP). Possible projects may include sidewalks, bike trails, bike lanes, etc. Projects must be used to improve walking, bicycling, snowmobiling, horseback riding or other forms of transportation recognized by New Hampshire as "non-motorized" transportation. Funds available are in the amount of between \$200,000.00-\$800,000.00. The Town must have 20% match available. The Town must submit a letter of interest (LOI), which is non-binding, to the NHDOT by Aug. 6, 2014 at 4:00pm.

Selectmen reviewed an estimate submitted to them for the repair work on the fire department roof.

Gillis moved; McWhirk 2<sup>nd</sup>; the Board voted to appoint the following individuals to the Richmond Heritage Commission:

Susan Marsden, term expiring March 2015

Carol Jameson and Sandy Laughner, term expiring March 2016

Bob Weekes and Hank Hallas, term expiring March 2017

Jameson moved; Gillis 2<sup>nd</sup>; the Board voted to appoint Roy Blair Heise II to the Parks and Recreation Commission, term expiring March 2017.

Gillis moved; McWhirk 2<sup>nd</sup>; the Board voted to enter Non-Public session per RSA 91-A:3II(c). Roll call: Gillis (Y), Jameson (Y), McWhirk (Y). Non-Public was entered at 7:17pm at the Vet's Hall. Gillis moved; McWhirk 2<sup>nd</sup>; the Board voted to close the Non-Public session. Roll call: Gillis (Y), Jameson (Y), McWhirk (Y). Non-Public was closed at 7:35pm. Minutes are sealed.

Regular meeting reconvened at the Town Hall at 7:39pm.

#### **Appointments:**

**Ed Atkins, Fire Chief** met with the Board, reference working with Swanzey FD with ladder tests on Wednesday, July 23, 2014.

**Steve Boscarino/Tax Collector and Denise Nolan/Deputy Tax Collector** met with the Board, reference proposed stipends and new contracts/schedule change presented by the Selectmen. Boscarino agreed with the idea of providing additional office hours and presented a counter proposal of open hours changing to Monday 6-8 and Wednesday 2-5. Boscarino stated that additional hours during tax "season" have been instituted already. He also stated that he is also "on-call" many hours outside of the posted office hours and works as is necessary to fulfill his obligation as Tax Collector. Boscarino indicated he isn't concerned with additional compensation for him but he would like consideration for the Deputy's compensation.

Gillis reviewed postage process with Boscarino. She explained that the Town would prefer to not reimburse for expenses if can use option available (i.e. postage meter).

Language and specifics within the contracts were discussed.

There being no further business the Board voted to adjourn 8:51pm.